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DD/S&T 2293-68

10 June 1968

MEMORANDUM FOR: Area Records Officer, OCS
Area Records Officer, OSI
Area Records Officer, OSA
Area Records Officer, OSP
Area Records Officer, OEL
Area Records Officer, ORD
Area Records Officer, FMSAC
SPINT Staff/DD/S&T

SUBJECT : System Requirements for Proposed
Records Center Expansion

1. So that the DD/S&T might be able to comply more accurately to the underlined sentences on the attached memo, each of the Records Officers within the Directorate is solicited for information that is relevant to his Office. Since Records Officers are more directly involved in this activity, your assistance is very necessary in this particular matter in ensuring that the position of your respective Office is adequately represented in the DD/S&T Systems Requirements Report to the DD/S.

2. The deadline date set for your reply is 21 June 1968. Please direct your reply to the undersigned. If further information is needed in regard to the report, please contact me on extension 7787.

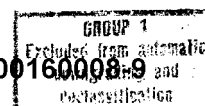
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Records Administration Officer
DD/S&T

Attachment:
A/S

**DD/S&T
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